



ORIENTATION BRIEFING FOR NEW COMMANDERS





Topics

- **IG Mission**
- **Inspector General Action Requests (IGARs)**
(Assistance requests and allegations)
- **Inspections**
- **Tips for Commanders**



IG Mission

- **Function as an extension of the eyes, ears, and conscience of the commander - inquire into and report on the efficiency, discipline, morale, esprit de corps and readiness of the Army (AR 20-1, par 1-4)**
- **Assist, investigate, inspect, and teach and train**



Assistance

**+ Teach and
Train**



IG Assistance Process

- **Anyone requests or alleges**
- **Determine assistance or investigation**
- **Research**
- **Notify and assign**
- **Resolve and notify**



Summary of IGAR Subject

- **Personnel Management**
- **Finance**
- **Personal Conduct**
- **Command Management of
Organization**
- **Other**



Assistance

Systemic issues

➤ Transfers

**Commanders are not processing
4651R's**

➤ Evaluations

OERs/NCOERs are late or not done



Inquiries and Investigations

**+ Teach and
Train**



Inquiry or Investigation

- **Criteria (who, what, violation)**
- **Subject vs. Suspect**
- **Formal Vs. Informal**
- **Preponderance of evidence**
- **Results**



Inspections “Special”

**+ Teach and
Train**



Inspection process

- **Units selected every 3 - 4 years**
- **Units notified and provide IG an inspection date**
- **Inspection topics are based on CG's directive, change in policies/regulations, complaints, trends, incidents and / or special requests**



FY 04 Topics Mob Focus

- **Duty Military Occupational Specialty Qualification (DMOSQ)**
- **Unit Family Readiness Program**
- **Mobilization and Demobilization Plan**
- **OER & NCOER**
- **Operational Inspection Program**
- **Pay (Inactive Duty Training/Additional Training Assemblies and Annual Training)**
- **Promotions (junior enlisted promotions and conditional promotions)**
- **Retention**

The IG may discuss the follow topics:

- **Involuntary transfers among USAR components, and active duty transfers**
- **Incapacitation pay**
- **Teach & Train Commander's, Command Sergeant Majors and First Sergeants on how to maximize use of Inspector General's.**

Slide 12 2003/12/08 Birth Month Audits of records

Unit Commander's Inprocessing Procedures



Systemic Inspection Trends

➤ APFT:

- **Soldiers not tested annually**
- **Soldiers not flagged upon failure**

➤ AWCP:

- **Soldiers not weighed semiannually**
- **Soldiers on AWCP not counseled, flagged or weighed monthly**

➤ Evaluation Reports:

- **Untimely OERs/NCOERs**
- **Rating schemes not maintained**
- **OER support form counseling not completed**



Tips for the Commander



Watch These:

- **ROPMA**
- **Reprisals**
- **Harassment**
- **Fraternization**
- **IDT attendance**
- **NCOERs/OERS**
- **APFT/weight control admin**
- **All areas impacting
readiness**



Know Why Soldiers Complain

- **Pay**
- **GI Bill**
- **Separations**
- **Enlisted Promotions**
- **Did not get travel pay**
- **Commander's actions**
- **Assignment/Reassignment**
- **Did not get bonus payments**
- **Personnel Records problems**
- **NCOER/OER not done / late**



Do These (Admin):

- **Follow OML policies**
- **Publish rating schemes**
- **Ensure “U” paperwork is correct**
- **Conduct timely counseling IN WRITING**
- **Process LOD/INCAP paperwork immediately**
- **Process administrative issues until completion**
- **Advance privates on time/counsel non-selectees**
- **Correctly submit paperwork on flags/counsel soldiers**
- **Publish/enforce ET, RST, ADA, AT and ADSW policies**



... and These (Training):

- **Administer timely APFTs**
- **Approve training schedules**
- **Conduct safety briefings/risk assessment**
- **Conduct required training (EO/Sexual Harassment, etc.)**
- **Know schooling requirements and ensure they are entered in ATRRS**
- **Check personnel prior to departure for school**



Avoiding IG Complaints

- **Gather and inform soldiers of all facts**
- **Care about your soldiers, success failure, issues**
- **Use your CO2 facilitators to discuss key unit issues**
- **Warn soldiers of consequences of their actions (IRR, AC)**
- **Consult others (JAG, EO, Peers, SME) before promising or taking action**
- **Follow-up or get back to the soldier on the issue (4651-R, DA 4187, OER/NCOER, enlistment)**
- **Read the regulation covering your action and follow procedures step by step (do not violate reg to help or hurt, +/- from the reg)**

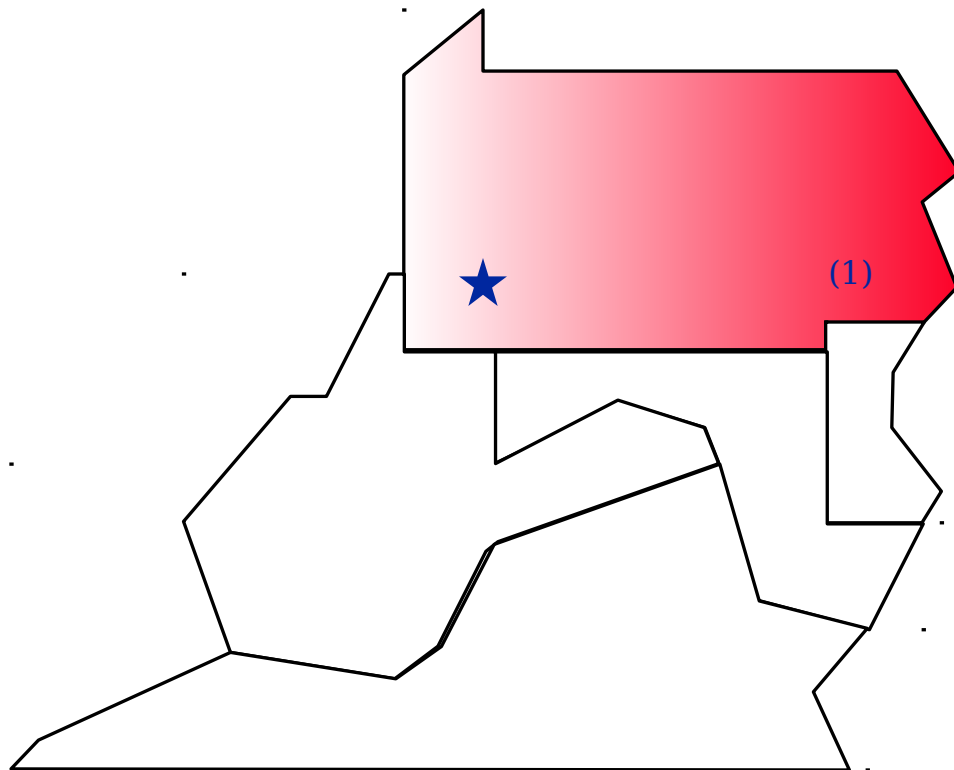


Partner with the IG

- **Level with the IG**
- **Be sure there is a problem**
- **Accept “No” for an answer**
- **Do not read into an investigation**
- **Work the chain of command first**
- **Try all other appropriate remedies second**
- **Work within IG’s regulatory/statutory limits**
- **IG is not the CDR, can recommend-not order**
- **IG resolves cases on a preponderance of factual evidence**



99th RRC INSPECTOR GENERAL ORGANIZATION



- ★ 99th RRC
- Willow Grove Satellite
(1)



The IG Can Help You Be Proactive

Coraopolis IG OFFICE:

800-209-0938

COL Smith (IG)

LTC Johnson

LTC Pearson

MSG(P) Becker

SFC Grate

SFC Harrison

LTC Stranko

MAJ Greer

SFC Pritt

WILLOW GROVE IG OFFICE:

215-443-0938*

LTC Smith

LTC Fessler

***FTS available thru 31 Dec 03**



Questions or Comments



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